

***State of Washington
Department of Transportation
Notice to Consultants
SR 520 Bridge Replacement and HOV Project
General Engineering Consultant***

The Washington State Department of Transportation (WSDOT) solicits interest from consulting firms that would like to provide general engineering consultant (GEC) services working collaboratively with WSDOT to deliver transportation improvements for the SR 520 Bridge Replacement and HOV Project. One (1) Negotiated Hourly Rates Agreement will be awarded. WSDOT anticipates the size of the initial GEC agreement to be in the range of \$10M to \$15M. The GEC amount may range from \$80M to \$100M over the life of the project depending upon the services activated. The duration of the agreement may be up to 10 years. An effective SR 520 WSDOT/GEC Team will be crucial to successful, on-time, and on-budget project delivery.

PROJECT DESCRIPTION

The SR 520 corridor is a critical highway for the Puget Sound region. The corridor connects densely populated cities, including Redmond, Bellevue, and Seattle, and more than 115,000 vehicles cross the SR 520 floating bridge each day. However, the Evergreen Point Bridge and the Portage Bay Bridge are vulnerable to both earthquakes and windstorms and have become a safety concern for the floating bridge. WSDOT is working on the SR 520 Bridge Replacement and HOV Project to replace the bridges and increase the safety, reliability and mobility of the corridor.

The general project limits are from I-5 in Seattle to Bellevue Way / 108th in Bellevue. The eastbound I-405 to 124th auxiliary lane is also included in this project.

WSDOT is currently evaluating alternatives for replacement of the Evergreen Point bridge and corridor reconstruction -- a 4-Lane Alternative and a 6-Lane Alternative. The 4-Lane Alternative includes 2 general purpose lanes in each direction and the 6-Lane Alternative includes 2 general purpose lanes and 1 HOV lane in each direction. Both alternatives would rebuild the SR 520 bridges to current structural and geometric standards, which would reduce the risk of damage during earthquakes and storms and, increase the safety and reliability for bridge users. Both alternatives would also:

- Reconstruct Freeway Transit Stations;
- Include pontoons sized to carry future High Capacity Transit;
- Add shoulders to provide access for emergency vehicles and allow for vehicles during accidents or breakdowns;
- Add a bicycle and pedestrian path;
- Stormwater treatment and Sound Walls; and
- Assume tolling as part of the project financing.

In addition, the 6-Lane Alternative adds:

- Inside HOV lanes and inside lane transit stops at Montlake, Evergreen Pt. Road, & 92nd;
- Reversible HOV access onto the I-5 express lanes to and from downtown Seattle;
- Five lidded sections of freeway (10th & Delmar, Montlake, Evergreen Pt. Rd, 84th, and 92nd); and
- Convert the existing HOV system east of I-405 to inside operation.

In addition to the design alternatives, the project team is also evaluating design options for the 6-Lane Alternative that improve transit connections and access, and reduce highway effects in neighboring communities.

- No Montlake Blvd. Transit Stop
- Second Montlake Bascule Bridge
- Pacific I/C to Husky Stadium
- No Evergreen Pt. Rd. Transit Stop
- Bicycle / Pedestrian moved to the north side
- South Kirkland Park and Ride direct transit access

SR 520 Corridor Environmental Analysis

WSDOT is currently conducting environmental analysis of the alternatives and beginning preliminary design. A project level Draft Environmental Impact Statement (DEIS) is under development and is expected to be published in May 2006, followed by a 60-day public comment period. A preferred alternative will be identified in summer 2006. The Final Environmental Impact Statement (FEIS) is expected in the spring 2007, with the Record of Decision (ROD) for the final course of action in late 2007.

Additional information regarding the SR 520 Corridor Program EIS Process, including background information and description of work to date, can be found at [SR 520 - Bridge Replacement and HOV Project](#)

Costs and Funding

The SR 520 Project alternatives are estimated to cost between \$1.7 to \$3.1 billion depending on the alternative and option(s) selected. WSDOT recently received \$500 million dollars for the project from the 2005 Transportation Partnership Package. The 2003 State Nickel Package also provides \$52 million while federal funding is currently at \$1 million. With these funds, WSDOT intends to finish the project level EIS for the entire corridor, refine corridor roadway geometries, prepare right of way plans, complete the design approval, acquire necessary Right of Way, prepare plans, specifications and estimates for the first phase construction, and perform some early environmental mitigation. Although the project has a significant amount of its necessary funding, additional funds are needed to complete design, right-of-way purchases, and construction. WSDOT assumes tolling will be part of any funding package and estimates that it will provide \$700 million toward project construction.

A significant challenge for this project is to manage the available funding wisely to move toward delivery of the project, while also working to obtain full funding. GEC collaboration with WSDOT on funding strategies will be an important aspect of services.

PROJECT VISION

WSDOT has developed a vision to guide the first phase of the SR 520 project towards delivery. This vision was developed based on the assumption that the first phase would be fully funded and include an aggressive schedule of an 8-10 year delivery. Also the vision assumes completion of the entire corridor project, while making the greatest impact with the first phase and providing the most mobility and other improvements as possible in phase one. Management of the first phase will include continuing to move the entire corridor project toward funding and completion.

Mission Statement

- Deliver the SR 520 project on schedule and within budget.

Goals

- Complete phase one design approval and construction documents by 2009;
- Deliver a fully-funded and constructed first phase project in less than ten years;
- Implement a vision that repairs and enhances the environment;
- Involve the corridor neighborhoods in design and construction coordination in order to incorporate community desires and provide opportunities for the public to engage with the project team, ensuring their interests are heard and considered; and
- Design and build a project that is a community asset for aesthetics and context sensitive design.

Near Term Objectives

- Establish project delivery expectations, schedule, and scope;
- Complete corridor roadway design through 30%;
- Create an environmental implementation strategy that facilitates permit acquisition;
- Implement a locally endorsed early environmental and phase one neighborhood mitigation program; and
- Develop a plan to achieve local and regional consensus on a full implementation of the SR520 project vision.

Project Structure and Staffing

The Urban Corridors Office (UCO), under the leadership of Mr. Dave Dye, was created in July 2001 to provide special focus on project delivery of the multi-modal congestion relief projects for the Puget Sound region.

Within UCO, WSDOT has developed an organization around the SR 520 project that assures management commitment to an aggressive schedule, along with establishment and staffing of a project team under the leadership of Mr. John Milton. It is expected that the GEC will augment the WSDOT workforce and together the GEC and WSDOT staff will work as an integrated project team.

Work Breakdown Structure

The SR 520 team has developed a conceptual hierarchical mapping of tasks, or Work Breakdown Structure (WBS), for reference. The intent of providing this conceptual WBS is to show the broadness of the effort to deliver the Project, but by no means does it presuppose the direction of the ultimate management strategy. The final WBS will be developed collaboratively by WSDOT and the GEC. The draft WBS can be found at: [SR 520 Draft Work Breakdown Structure](#)

Rules Governing Firewall Issues if Design/Build is Utilized

The following contracting principles, or "firewalls", have been developed to prevent conflict of interest or unfair project knowledge situations:

1. General Engineering Consultants (GEC) can participate in Segment Preliminary Design (PD) contracts, but not Design-Build (D-B) contracts;
2. GEC sub-consultants can participate in Segment PD contracts and On-Call contracts. GEC sub-consultants may participate in D-B contracts only if their work for the GEC does not provide them project knowledge that could translate to an unfair advantage to their D-B team. For example, cost estimate work or knowledge gained would be grounds for exclusion. Specific on-call tasks or design work in other segments could be acceptable. The burden of proof will be on the GEC sub-consultant to demonstrate that participating in D-B contracts will not create any conflict of interest or unfair project knowledge situations. Further, firewall principle #3 below will apply to the GEC sub-consultants;
3. Preliminary Design Consultants (prime or sub) will not be allowed to participate in a D-B contract for any segment they've done PD work on, but may participate in D-B for other corridor segments;
4. Parent and subsidiary companies participating in GEC Joint Ventures (JV) are precluded from D-B contracts on any segment; and
5. Parent and subsidiary companies participating in PD Joint Ventures are precluded from D-B contracts on any segment they've done PD work on.

The GEC will be with the SR 520 Bridge Replacement and HOV Project from award of contract through construction and close-out of contracts. The immediate work will assist WSDOT in moving the project forward, and may include project management strategies and preliminary design work.

The Personal Services and Architect & Engineering On-Call Rosters may be used to supplement the skills and workforce of the integrated SR 520 project team.

Preliminary design is inclusive of all work necessary through completion of design-build RFQs and/or construction contract award.

DESCRIPTION OF WORK

The expected work of the GEC includes both management expertise and technical expertise to deliver the SR 520 Bridge Replacement and HOV Project. The work will include project management inclusive of design and construction phases, technical and management staff support, oversight and preliminary design for corridor continuity, environmental vision, and possible management of on-call and preliminary design agreements.

An option to this agreement is Administration of Construction Contracts.

While the first construction phase of the SR 520 project is essentially the replacement of the aging Evergreen Point Floating Bridge and approaches, it is the first part of an integrated, multi-modal package of transportation improvements that reduces traffic congestion and improves mobility, safety and the quality of life for communities in the SR 520 corridor. The

SR 520 project is a joint effort between the WSDOT, the Federal Highway Administration, and the Central Puget Sound Regional Transit Authority (Sound Transit).

A transportation improvement program of this magnitude is complex. The project level NEPA/SEPA documentation that defines a Preferred Alternative is approximately 95% complete. The current design effort investment to support the NEPA/SEPA documentation is at less than five percent of the total design cost. The package of transportation improvements may be proposed for inclusion in regional, state, and federal transportation plans and programs.

The first phase of the project, which will likely replace the floating bridge and approaches, tie the new bridge into the existing freeway alignment, build community enhancements, and provide environmental mitigation is estimated at \$1.5 to \$1.9 billion, and is expected to be implemented over 8 to 10 years, subject to the availability of funding. The WSDOT Bridge and Structures Office will design the floating bridge, and possibly one or both of the approach structures, and so, the first phase of the project will be administered as a traditional design-bid-build (D-B-B) project, or a combination of D-B-B and design-build (D-B). Later phases of the corridor project will likely be design-build, and corridor planning will assume that.

WSDOT desires to retain a GEC to augment its workforce to deliver this project, to gain the benefit of experience and expertise in major project management, and to plan the remainder of the corridor implementation for future project construction. The GEC will come into this project at a preliminary stage to formulate strategies collaboratively with WSDOT on how to deliver this project, and then to implement the delivery strategies through completion of construction.

Work performed through the GEC agreement may include:

- Project delivery and organization strategy development and implementation;
- SR 520 project management;
- Corridor design management;
- Completion of the corridor preliminary design to approximately the 30 % level;
- Corridor landscape and architectural plan and context sensitive design plans;
- Phase one right of way plans;
- Phase one design to the 100% approval level (or to 20-30% for D-B);
- Phase one construction Plans, Specifications, and Estimate (PS&E);
- Phase one project permitting;
- Phase one construction administration (at WSDOT's option depending on workforce needs); and
- Technical and administration staff support.

At the State's option, additional assignments may be added. Assisting WSDOT with determining the proper assignment of work will be an important GEC task in itself.

The GEC will assist WSDOT with coordination of many different groups, some of which include but are not limited to, Cities of Seattle, Kirkland, Bellevue; Towns of Medina, Hunts Point, Clyde Hill, Yarrow Point; King County Metro and Sound Transit; the University of Washington; Washington State Departments of Ecology and Fish and Wildlife; US Fish and

Wildlife; NOAA Fisheries and the Coast Guard. The GEC may assist WSDOT in developing and acquiring memorandums of understanding and memorandums of agreements with utility, railroad, transit, local, and state agencies.

SR 520 Bridge Replacement and HOV Project Delivery Principles

- Strong owner role;
- Need to be flexible;
- Assign responsibility to where it is most effective;
- Provide for effective decision making;
- Limited WSDOT project staff to strategic positions;
- Leverage private industry;
 - Use General Engineering Consultant (GEC) to create Integrated Management Team;
 - Use consultants for preliminary design; and
 - Possibly use Design Build (D-B) for Final Design & Construction.

Delivery Strategies

A critical function of the GEC will be the development of delivery strategies for implementing the SR 520 Bridge Replacement and HOV Project. These strategies will evolve into plans that will be implemented collaboratively by WSDOT and GEC.

Development of strategies for the following elements are considered critical to the success of this project:

- Management and organization structure;
- Project control;
- Project implementation;
- Environmental, utilities, and right of way (as part of the preliminary design effort);
- D-B and D-B-B QA/QC; and
- D-B RFP preparation.

Responsibility Matrix

An integrated project management team consisting of GEC and WSDOT staff is expected. A responsibility matrix will be required. This matrix will further define the roles and responsibilities between the WSDOT and GEC as well as any on-call consultants required for the implementation of the project.

The development of the SR 520 Bridge Replacement and HOV Project matrix will be a collaborative effort between WSDOT and the GEC based on the SR 520 Bridge Replacement and HOV Project delivery principles.

Work Priorities

The following is a list of the key high priority tasks:

- Develop management and organizational structure strategies to deliver the project;
- Develop project control strategies;
- Develop project implementation strategy (master scheduling, segment definitions, phasing, cost estimating);

- Develop corridor environmental vision and permitting strategy (NEPA/SEPA project documentation, early action mitigation;
- Develop design-build RFP preparation strategy;
- Develop design-build and design-bid-build QA/QC strategies;
- Coordinate with other regional projects, including those under the purview of WSDOT, Sound Transit, Metro, and/or local jurisdictions within the SR 520 corridor;
- Corridor and Phase One Design Approvals including:
 - Channelization Plans;
 - Hydraulics and Stormwater design;
 - Right of Way Access Report and Hearings;
 - Electrical and ITS Design; and
 - 30% Design Document.
- Ad Ready Phase 1 Construction Project documents (Plans, Specifications, and Estimates); and
- While the above tasks are initial tasks they are an important effort to prepare to deliver the overall project. These initial tasks will develop and lay out the entire project delivery plan, structure, and organization. It is critical to overall project success to get this work underway and wisely invest the limited initial funds to lay the foundation for successful delivery when more funding becomes available. Collaborative input from the GEC on what needs to be done to prepare to deliver this project will be considered by WSDOT in the assignment of tasks to be done.

Office Space and Co-location

The GEC will co-locate team members associated with the SR 520 project. Co-location allows the SR 520 team to work collaboratively, and it allows for efficient decision-making. Team members who should co-locate -- including WSDOT staff, consultants (GEC, EIS, Public Involvement, on-call, or other), and resource agency staff -- will be decided by the WSDOT and GEC. It is anticipated that the office space will be located somewhere along the SR 520 corridor or downtown Seattle, but other locations can be considered if they make sense to the project needs. Currently, the SR 520 team is located in the Times Square Building in downtown Seattle. There is limited space at this site and the SR520 team will likely need additional space early next year.

KEY QUALIFICATIONS

The GEC will need to demonstrate capacity and capability to perform project management, design-build and design-bid-build contracting, strategic project environmental planning, preliminary design/environmental documentation, structural engineering management, construction administration and inspection, design-build and design-bid-build quality assurance as well as provide qualified project support/specialty services personnel to supplement WSDOT forces.

To quickly respond to project needs, schedule requirements, and funding availability changes, the GEC must be able to readily provide staffing and resources in the following areas:

- Key Personnel;
- Technical staff to support an integrated WSDOT/GEC team; and
- Transportation Design staff.

It is not necessary for the consultant to respond with all possible team members' expertise. It is important that the consultant respond to the following "core" areas of expertise that are critical components of the project:

- Project Management;
- Civil design engineering and management;
- Structural design;
- Construction management; and
- Environmental management.

Key Personnel

Qualified and committed personnel are key to the successful completion of the SR 520 Bridge Replacement and HOV Project. WSDOT holds the philosophy that it is the people who make the project successful; the organization can and will change. With this in mind, the WSDOT reserves the right to approve all full-time and key personnel individually for work on this contract. The GEC shall provide a core group with the appropriate mix of management, technical expertise, and experience. Given the current project funding and anticipated future funding, the availability of Key Personnel should be flexible to meet the needs of the program environment. It is anticipated that some of the Key Managers will initially work on the project part-time, becoming full-time as the position needs and funding dictates. As future project funding supports it, the core GEC staff will be 100% available to the project. The Project Manager is expected to be 100% available to the project at contract execution. The key personnel will stay with the project until either WSDOT and GEC mutually agree on replacement personnel, or the position is no longer needed.

The activities below are key delivery areas the GEC is expected to provide. Within each of these areas, there will be many positions to staff. As the project develops, additional key personnel will be required. Support for each of the key personnel will need to be defined and provided as the project progresses and as budget allows. The GEC staff will be required, at a minimum, to show experience, expertise, innovation, and "not business as usual" skills in executive leadership and technical ability in the following areas:

1. Project Manager
Experience and expertise, including alternative project delivery, to lead and manage the delivery of the project.
2. Civil Design Engineering Manager
Background to lead design using alternative delivery methods.
3. Structural Design Engineering Manager
Background to lead innovative structure design.
4. Geometrical Design Manager
Background to understand and implement current WSDOT Highway Design Standards.
5. Construction Engineering Manager (emphasis on design-build)
Construction administration background including quality assurance for alternative projects.
6. Environmental Manager
Background to lead the development and implementation of a corridor environmental vision as a basis to acquire environmental permits.

7. Traffic Engineering and Construction Traffic Management
Experience and expertise in managed lanes and on major freeway improvements where existing traffic must be maintained.
8. Contract and Agreement Management
Experience with managing multiple agreement types including design-build RFQs and contracts.
9. Real Estate Acquisition Management
Background to lead development of early and project right-of-way acquisition to keep project on schedule.
10. Utilities Management
Background to lead development of utility relocation strategies to avoid project delivery impacts.

Personnel with managerial and technical skills typical to transportation design and construction projects are required to be part of the team.

Desired Expertise of Consultant Team

- "Mega project" management for all phases of a mega project's life, from initial implementation through project closeout;
- "Mega project" design-build and design-bid-build;
- Transportation design-build and design-bid-build projects;
- Developing and writing transportation design-bid-build PS&Es and transportation design-build RFQs;
- Managing, administering, and providing oversight for design and construction contracts as an owner representative [includes contracts developed by either GEC or others; contract execution by WSDOT as owner];
- Innovative applications of Geometrical and Structural design standards;
- Communicating, involving, and coordinating with many different groups;
- Developing, forming, and administering strategies for design-build, design-bid-build, and other contracting approaches;
- Organizational development (project management, planning, budget management, organization development, mobilizing the project team, locating the office space, coordinating equipment and services, human resources, identifying procurement methods and procedures, etc.);
- QA/QC and other project controls (scheduling, cost estimating, document control, general accounting, cost accounting, budgeting, etc.);
- Understanding and application of NEPA/SEPA requirements and applicable permits;
- Public works standards, methods, and procedures;
- Initiating interagency agreements [execution by WSDOT as owner];
- Understanding of sensitive local and regional issues;
- Understanding of gaining environmental approvals to proceed in an arena where the Endangered Species Act is in effect; and
- WSDOT standards, methods, and procedures.

CONDITIONS OF THE AGREEMENT

The WSDOT has not prepared a detailed scope of work to be performed under this contract. Individual tasks will be assigned using a negotiated hourly rates matrix. The WSDOT reserves the right to negotiate scopes of work for preliminary design work.

Selection Process

Pursuant to state and federal regulations, a qualifications-based selection process will be used to evaluate and select the GEC. A submittal review team will review and score the experience and qualifications submitted to establish a ranked list of qualified consultants. Selections may be made from the written material supplied from this package. However, the WSDOT reserves the right to perform interviews if deemed necessary to select the most qualified team. If interviews are conducted, all qualified consultants would go into the interviews unranked and selection would be made solely on the interview.

Submittal Package

The following information and criteria will be used to evaluate and rank responses:

1. Qualifications/expertise of firms on team (35 points);
2. Qualifications of proposed project manager (35 points);
3. Qualifications of proposed key managers (15 points);
4. Team's demonstrated ability and capacity to supplement agency workforce with technical support personnel (15 points); and
5. Team's demonstrated ability and capacity to supply a preliminary design workforce (20 points.)

Criteria Definitions for SR 520 Bridge Replacement and HOV Project General Engineering Services

Scoring Criteria 1: Qualifications/Expertise of Firms on Team

Points – Minimum 0: Maximum 35

- A) Provide a listing of all firms on your proposed team;
- B) Describe how the individual firms teaming together have worked together before. Provide the name of the project(s), each firm's role on the project, and the dates the services were performed;
- C) To quickly respond to project needs, schedule requirements, and funding availability, describe the team's ability to readily provide staffing and resources. Include a listing of each team member's offices and the number of employees within the state of Washington (specifically the Puget Sound area) and nationwide;
- D) For each firm on your proposed team, provide the types of expertise necessary for this project that is available at each location, how long has each firm on your team provided these type(s) of expertise, and describe how these resources may quickly be made available. Provide an organization chart of your proposed team and include the respective roles that each firm will provide for the team; and
- E) Demonstrate using relevant project examples* how your proposed team can provide the "Key Qualifications" as described in the RFQ to successfully deliver this project.

Scoring Criteria 2: Proposed Project Manager Qualifications

Points – Minimum 0: Maximum 35

- A) Demonstrate using relevant project examples* how your proposed Project Manager meets the "Key Qualifications" as described in the RFQ to successfully lead and manage this project;
- B) Describe, using examples, how this proposed Project Manager has lead the development and implementation of project delivery strategies, organization and methods to deliver a major project;

- C) Provide the professional licenses/accreditations for the proposed Project Manager; include the year that the license/accreditation was received; and
- D) Provide the proposed Project Manager's availability to the project.

Scoring Criteria 3: Proposed Key Managers Qualifications

Points – Minimum 0: Maximum 15

- A) Demonstrate using project examples* how your proposed Key Managers meet the "Key Qualifications" as described in the RFQ to successfully manage their responsible portions of this project;
- B) Provide the relevant professional licenses/accreditations for the proposed Key Managers; include the year that the license/accreditation was received;
- C) Demonstrate technical, project, policy, and processes expertise relevant to this project to successfully function in positions;
- D) Demonstrate ability to represent WSDOT; and
- E) Describe your Proposed Key Managers' roles/responsibilities and availability to the project. Given the current project funding and the anticipated funding, the availability of Key Managers should be flexible to meet the needs of the program and funding environment. It is anticipated that the Key Managers may initially work on the project part-time, becoming full-time as position needs and funding dictate.

Scoring Criteria 4: Team's Demonstrated Ability to Supplement Agency Workforce with Technical Support Personnel

Points – Minimum 0: Maximum 15

- A) Demonstrate using project examples* how the team has sufficient experienced staff to supplement agency workforce with technical support personnel;
- B) Include technical, project, policy, and process expertise to create an integrated management team and to successfully function in positions typically filled by WSDOT staff. Expertise includes knowledge and coverage of all disciplines typical to WSDOT transportation design projects and construction administration for those projects. Demonstrate the ability to manage, review, and evaluate the work of others as an owner representative, including other consultants and design-build contractors, as well as the ability to create original work products.

Scoring Criteria 5: Team's Demonstrated Ability and Capacity to Supply a Preliminary Design Workforce

Points – Minimum 0: Maximum 20

- A) Demonstrate using project examples* your preliminary design workforce's experience with complex urban projects; and
- B) Demonstrate your team's capacity to provide a preliminary design workforce for the corridor level preliminary design effort (0 to 5% - included in this agreement) and for one or all corridor segments preliminary design effort (0 to 30% - optional to this agreement); and/or
- C) Demonstrate the ability to manage, review, and evaluate the work of preliminary design on-call consultants as an owner representative.

** When using project examples, please include the work/services provided on the project(s), dates of service on project(s), the approximate consultant fee for those services, approximate total cost for each project; contact name and phone number;*

and the name of the project manager on project(s). This information will be used for reference checks.

Interviews, if deemed necessary by WSDOT

A separate interview panel may be utilized to interview and select the successful consultant team. The WSDOT reserves the right to not conduct consultant interviews and to select the consultant solely upon the merits of the written submittals.

If interviews are conducted, the following “possible” schedule for the interview would consist of:

- Consultant Presentation - 40 min.
- Interview Panel Questions - 20 min.
- The Project Manager must lead the presentation before the interview panel. The consultant shall make available its Key Managers for questions and submittal package clarification.

Consultant Selection Timeline

- Announcement Date – November 29th, 2005
- RFQ information posted on Consultant Services Website – December 12th, 2005
- Pre-Submittal Meeting (attendance optional) – December 15th, 2005
- GEC Consultant may contact project staff – December 16th, 2005 through January 6th, 2006
- Submittal Package Deadline – January 12th, 2006 (4:00 PM)
- GEC Consultants are contacted by project staff for submittal clarification question(s) – January 13th-January 18th, 2006
- If interviews are conducted, January 17th - January 18th, 2006
- Review Submittals by Project Teams and selections made – January 19th, 2006
- Notify Consultants – Week of January 22nd, 2006

Submittal Requirements

Consultants that submit Statements of Qualifications (SOQ) in response to this announcement must have the capability of providing the products and services listed in the advertisement. Sub-consultants may be used. WSDOT assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. All submittals become the property of WSDOT and will not be returned. The submittal shall meet the following requirements, or it will be deemed non-responsive and will not be eligible for consideration of this project:

- Each criterion for selection must be addressed.
- Your submittal must be accompanied by the required Prime Submittal Information Packet Form and the Sub Submittal Information Packet Form. These forms must be completed in their entirety for the Prime and all sub-consultants or your submittal will be deemed non-responsive and will not be considered for this project. If you do not have access to the Internet, you may obtain a form by calling 360-705-7104. Information supplied by this packet will not count toward the total number of pages required for the submittal.
- There is a minimum twelve (12)-point font requirement for the basic text of the entire submittal. Any charts, graphs, table of organizations, etc., must be of readable size.

- The maximum number of sheets allowed per submittal will be thirty (30) sheets, submitted only on single sided, single column typed 8.5" x 11" paper. We will allow one (1) page of the 30 sheets to be submitted on paper other than 8.5" x 11" size. The page count limitation applies to ALL sheets contained in the submittal. The only exceptions to the page count are the front and back cover, and the Submittal Information Packet form.
- Federal Forms SF 254 and SF 255 are not required for this solicitation. If these forms are included in the submittal, they will count towards the maximum limitation of thirty (30) pages.
- Four (4) originals/copies of the submittals are due no later than 4:00 PM, January 12th, 2006, to the Director of Consultant Services, Washington State Department of Transportation, Consultant Services Office, 7345 Linderson Way SW, Tumwater, WA 98501-6504.
- Late submittals, or those delivered by facsimile, electronic mail, or any other format other than bound paper copies, will be deemed non-responsive and will not be considered for the project.
- Submittals that do not follow the directions will be deemed non-responsive and will not be considered for the project.

In the event CAD graphical or design engineering electronic data is to be submitted, during agreement negotiations WSDOT and the Consultant shall agree upon the software release to be used for the project.

The Professional capabilities of Consultants must include Professional Registration in the State of Washington and a demonstrable expertise in one or more of the disciplines necessary to accomplish the services. In addition, the Consultant must be registered as a company licensed to perform "engineering services" in the State of Washington.

The department encourages disadvantaged, minority, and women-owned consultant firms to respond.

Questions regarding the project should be directed to Julie Meredith at 206-381-6406, MeredJl@wsdot.wa.gov or John Milton at 206-381-6423, MiltonJ@wsdot.wa.gov.

Questions regarding the solicitation and selection process should be directed to the HQ Consultant Services Office, at 360-705-7147.

Persons with disabilities may request this information be prepared and supplied in alternate formats by calling collect 206-389-2839. Persons with hearing impairments may call 1-800-833-6388 (Washington State Telecommunications Relay Service) and ask for 206-515-3683.